



FAMILY OBLIGATIONS

It is important to know these rules because violation can result in denial or termination of housing assistance. It is the goal of the Housing Authority to keep families on the program. We can only keep you on the program if you abide by the rules.

YOU MUST:

1. Supply Information. You must supply any information the Housing Authority (HA) needs to verify your family status, income, assets, and other factors that affect your eligibility, rent and the number of bedrooms to which you are entitled. "Information" includes any requested certification, release or other documentation. You must submit evidence of eligible immigration status if applicable.
2. Report changes. If there are any changes in your family composition or your income changes, **you must report all changes in writing within 30 days of the change.**
3. Keep Appointments. You must keep appointments in order to supply this information. If you miss three appointments within 12 months you may be terminated.
4. Disclose & Verify social security numbers and must sign and submit consent forms for obtaining information.
5. True information. You must give true and complete information.
6. Damages & Upkeep. You are responsible for damages to the unit caused by family members or guests, for paying utility bills that are your responsibility, and for maintaining appliances you own.
7. Inspection. You must allow the HA to inspect your unit at reasonable times and after notice to you.
8. Moving. You must give the HA notice in writing of your intent to move 60 days in advance.
9. Eviction. You must give the HA a copy of any eviction notice within ten days.
10. Occupancy of Unit. The unit must be your only residence and you must occupy it.
11. Additions. **You must not permit anyone to live in the unit without first receiving approval from the HA.** You must notify the HA **in writing within thirty days** of any birth, or court awarded custody.
12. Absences. You must notify the HA notification **in writing within thirty days**, if any family member no longer resides in the unit, or if your family will be absent from the unit for more than THIRTY days.

YOU MUST NOT:

1. Lease Violations. You must not commit any serious or repeated violation of the lease.
2. Sublease. You must not sublease, let the unit, assign the lease, or transfer the unit.
3. Ownership of Unit. You must not rent a unit under the program in which you have an ownership interest.
4. Fraud. You must not commit fraud, bribery or any other corrupt or criminal act in connection with the program.
5. Duplicate Benefits. You or any member of your family must NOT receive assistance under the program while receiving assistance from another housing assistance program (State, federal or local), for the same unit or for a different unit.
6. Drug-Related or Violent Criminal Activity. All members of the family must not participate in illegal drug or violent criminal activity.
7. Abusive or Violent Behavior. You must not engage in or threaten abusive or violent behavior toward Housing Authority personnel.
8. Debts to Housing Authority. You must not be in default on any payments owed to this Housing Authority or to any other Housing Authority.

I do [] do not [] have special needs which would prohibit me from complying with Family Obligations.

Comments: _____

If you do not understand any of the rules, please discuss your questions with your Housing Specialist. Your signature certifies that the Housing Specialist reviewed each of these rules with you.

Signature of Tenant/Applicant

Date

Signature of Spouse or Co-Head

Date

Signature of Other Adult

Date

Signature of Occupancy Specialist

Date

GROUND FOR DENIAL OR TERMINATION OF ASSISTANCE

Due to a family's action or failure to act, the Housing Authority (HA) may deny assistance to applicants, or terminate assistance to participants by:

- Refusing to enter into a HAP contract.
- Refusing to approve a lease.
- Refusing to process or provide assistance under portability procedures.
- Terminating the HAP contract.

The Housing Authority may deny or terminate assistance to a family for reasons including:

1. Family violates any Family Obligation.
2. Any member of the family has ever been evicted from public housing.
3. If an HA has ever terminated assistance under the Certificate or Voucher program for any member of the family.
4. If any family member commits drug-related criminal activity, or violent criminal activity.
5. If the HA determines that any family member is illegally using a controlled substance.
6. If the HA determines that any family member's abuse of alcohol interferes with the health, safety, or right to peaceful enjoyment of the premises by other residents.
7. If any family member commits fraud, bribery, or another corrupt or criminal act regarding any federal housing program.
8. If the family currently owes rent or other amounts to the HA or to another HA in connection with Section 8 or public housing programs.
9. If the family breaches an agreement with the HA to pay amounts owed to the HA, or amounts paid to an owner by an HA.
10. If the family is a FSS participant and fails to comply, without good cause, with the FSS Contract of Participation.
11. If the family has engaged in or threatened abusive or violent behavior towards HA personnel.